

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR BOARD MEETING
Tuesday, February 18, 2003
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright.

General Manager Rita Velasquez, Fire Chief Mark Meaker, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President McElroy called the meeting to order at 6:32 p.m.
2. Director Derr led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. Rita Velasquez announced Director Mulberg was recently elected Chair of LAFCo, the Local Agency Formation Commission.
2. Rita also announced the District has received the Award for Outstanding Financing Report from the California Society of Municipal Finance Officers (CSMFO), making this the third consecutive year the District has been honored with this award.

C. COMMUNICATIONS FROM THE PUBLIC

1. NONE

D. CONSENT CALENDAR

1. The Board approved the February 4, 2003 regular Board meeting minutes. Perez-Wright, unanimous.
2. The Board ratified payment of the January 2003 bills and payroll for the EGCSD; and received and filed the Budget Status Reports for the month of January 2003. Perez-Wright, unanimous.
3. The Board accepted the contract for construction of the Laguna Community Park Maintenance Building as complete and ratified the signing of the Contract Completion Notice by the General Manager. Perez-Wright, unanimous.
4. The Board received and filed the December 31, 2002 quarterly investment report for the Local Agency Investment Fund (LAIF).
5. The Board received and filed the park development fee report for the period July 1, 2002 through January 31, 2003.
6. The Board authorized the donation of Engine No. 5, VIN 393934, License No. E81655 to Fire Explorer Post 949 in Sterling Heights, Michigan. Derr-Mulberg, unanimous.
7. The Board approved the Park Development Agreement for the Lakeside Lots 19 and 20 project with Morrison Homes. Perez-Wright, unanimous.

8. The Board declared the Parks Department's Vehicle No. 1 as surplus property; authorized staff to dispose of the vehicle through donation to the Fire Department for training purposes; authorized the purchase of a replacement vehicle; and approved Resolution No. 2003-07, appropriating funds for the purchase. Perez-Wright, unanimous.
9. The Board approved Resolution No. 2003-08, appropriating \$241,400 within the Parks Department budget, Index 9340, Account No. 4202, Improvements Other than Buildings and offsetting revenue in Account No. 9532, Aid from County Funds; and approved a reimbursement to the Elk Grove Unified School District for street frontage improvements at Bartholomew Sports Park for a total of \$241,391. Perez-Wright, unanimous.
10. The Board approved Resolution Nos. 2003-09 and 2003-10, granting a right-of-way and easement to SMUD for the installation of a natural gas pipeline system behind Caterino Park in Lakeside; and approved the temporary construction easements with SMUD outlining the terms and conditions of the temporary construction easements. Perez-Wright, unanimous.

E. ADVERTISED PUBLIC HEARINGS

1. NONE

F. PUBLIC HEARINGS

1. NONE

G. STAFF REPORTS

1. The Board reviewed the Vital Few Goals and Work Plans for fiscal year 2002-03 and commended staff for all their accomplishments this year. Highlights included securing \$750,00 of funding from the Elk Grove Unified School District for the Barbara Morse Wackford (BMW) Aquatic Complex; receiving \$32,000 in grant funding from the Federal Government for Homeland Defense; and aggressively pursuing the development of larger District parks.

Rita reviewed the Vital Few Goals and Work Plans for fiscal year 2003-04, which follows Master Plan Guidelines and previous Board direction, consisting of:

- a) enhancing technology to improve efficiency;
- b) continuing assessment of reorganization possibilities internally in Parks to improve operations;
- c) completing the entire Fire Training facility in one phase;
- d) relocating Fire Station 72 from Hood-Franklin Road to East Franklin;
- e) developing programs to meet the changing needs of a diverse population;
- f) implementing an Armed Fire Investigator Program or redesign the program;
- g) developing the operational start-up plan for the Barbara Morse Wackford Aquatic/Community Complex;
- h) implementing the Tree Maintenance (Urban Forest Management) Plan;
- i) increasing fire prevention staff through use of additional plan checking fees;
- j) securing land for Fire Station 77;
- k) hiring fire fighters and paramedics to staff a fourth ambulance at the relocated Station 72;

- l) researching the operational and financial feasibility of a separately staff truck/engine company at Fire Station 74;
- m) master planning and construction of approximately 25 park sites.

Recommendations from the Board to include in the Vital Few goals for fiscal year 2003–04 include:

- a) increasing community awareness by placing monthly articles in local newspapers;
- b) developing a theater program;
- c) creating a community–build project or a volunteer park clean–up day for other aspects of the park system; and
- d) putting more shade structures throughout District parks, where financially possible.

The Board proceeded to approve the Vital Few Goals for fiscal year 2003–04 as outlined, including approval of the Master Plan Figure 11 (Estimated Revised Growth Rate). After some discussion, the Board also approved the change in District–wide designation as recommended by staff. Derr–Wright, McElroy, Perez– yes; Mulberg – no.

- 2. The Board reviewed the CSD mid–year budget report for fiscal year 2002–03, and confirmed the direction to follow the revised approved Master Plan for the fiscal year 2003–04 budget. Derr–Wright, unanimous.
- 3. The Board reviewed the schedules detailing budgeted and projected expenditures and revenues in the mid–year fiscal year 2002–03 budget report for the District–Wide Landscape & Lighting Assessment District. As per previous Board direction, any overages within the benefit zones will be allocated to their respective Capital Improvement Reserve during the FY 2003–04 budget process.

As for the budget process for the District Wide Landscape and Lighting Assessment District for Fiscal Year 2003–04, in addition to the change in the District–wide designation of parks approved earlier, the Board confirmed: 1) staff work with the Lakeside Homeowners Association and area residents on a potential property owner balloting within the Lakeside Benefit Zone, necessary to cover the additional maintenance expenditures related to Phase II of Johnson Park; 2) prepare/conduct consolidated balloting; and 3) maintain assessments at maximum level for most benefit zones. Derr–Wright, McElroy, Perez – yes; Mulberg – no.

H. BOARD OF DIRECTORS BUSINESS

- 1. Budget/Finance/Insurance Committee – Director Perez – No report.
- 2. Fire Committee – Director Derr – No report.
- 3. Parks and Recreation Committee – President McElroy – No report.
- 4. Policies & Procedures Committee – Director Mulberg – No report.
- 5. Strategic Planning Committee – Director Wright – No report.
- 6. Fire Communications Board – President McElroy reported the Com Center took delivery of a prototype that the Office of Emergency Services is going to use for development of mobile dispatch and mobile command vehicles in the future. With the 2003 election of officers for the Com Center Board, President McElroy announced Sacramento City representative Rod Chong was elected President and he was re–elected Vice–President.

7. Senior Center Board – Director Wright stated a meeting is scheduled on February 25 to discuss the Center’s 20th anniversary celebration. With regards to an addition to the existing center, Rita stated their request to appear before the CSD Board tonight was postponed due to the fact they didn’t have all of their information together.
8. Sacramento Council of Parks & Recreation – Director Derr – No report.
9. Sacramento County Treasury Oversight Committee – Jeff Ramos stated the Committee met on February 7, where the December 31, 2002 quarterly reports for the Pooled Investment Fund and the Standard and Poors’ Monitoring Report were reviewed and determined to be in compliance. Jeff stated the County’s Investment Policy for 2003 was also reviewed and that minor modifications were made to the policy.
10. LAFCo – Director Mulberg reported the Commission discussed the City of Elk Grove’s desire to annex the Elk Grove triangle and Laguna West, the City of Sacramento’s desire to annex North Natomas, and the revenue sharing agreement.

I. COMMUNICATIONS FROM THE PUBLIC

1. NONE

J. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. President McElroy asked staff to look into holding a groundbreaking ceremony for the Barbara Morse Wackford Aquatic/Community Center.

K. ADJOURNMENT TO EXECUTIVE SESSION

1. NONE

L. EXECUTIVE SESSION

The following agendized Executive Session item was postponed for a future meeting:

1. Public Employee – Performance Evaluation – Title: General Manager
(*Government Code Section 54957 – Personnel Matters*)

M. ADJOURNMENT

With no further comments, President McElroy adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board